

Agenda: **Process Standardization Working Group Meeting**

Wednesday, May 2nd, 2001, 9:00 a.m. – 4:00 p.m.

SRP – Flagstaff Room
1600 N. Priest Drive, Tempe

	Topic	Lead	Anticipated Outcome	Att.
1	Welcome, Introductions, Sign-In, and Approval of Minutes	Tony Gillooly	Mr. Gillooly will welcome participants to the full group session of the Process Standardization Working Group meeting. A sign-in sheet will be circulated. Participants will introduce themselves. Minutes from the April 18, 2001 meeting will be approved.	
2	Report from Shirley Renfroe on revised Change Control Process	Shirley Renfroe	Shirley Renfroe (Pinnacle West) will present the revised change control process. Participants will comment on the document and discuss how this document will be posted on the ACC website.	
3	Issue 84 – Final bill Waivers	Judy Taylor	Judy Taylor (TEP) will present draft waivers for the Final Bill and estimating usage for load profiled customers	
4	Staff will report on the legalities of sending the warning letters to ESP's regarding the performance of their MRSPs in other ESP territories (Issue 101)	ACC Staff	Staff will advise on the legalities of sending the warning letters to ESP's regarding the performance of their MRSPs in other ESP territories	
5	Report from Staff regarding adding the missing UDCs to the metering forms data elements table	ACC Staff	Staff will give a status report on Aho and Morenci that were missed in the listing of UDCs in the metering forms data elements table.	
6	Q&A for Task Team Chair addressing Issue 101: MRSP Performance Monitoring and Testing	John Wallace	John Wallace (GCSECA) will send out a task team status report prior to the meeting and address questions from the group.	
7	Issue 61: MSP Performance Monitoring and Testing Brainstorming Session 1 hour discussion	John Wallace	The group will brainstorm ideas/concepts on what criteria to monitor Meter Service Providers.	
8	Issue 75: On incoming DASR – only kWh meter number is required. State DASR hand-book does not accommodate a kWh meter and Kvar meters, or other metering combinations	Tony Gillooly	Confirm how the UDCs (TEP and CUC) want the DASR's submitted when there are multiple meters at a site.	

9	Approval of field requirement in the AZ 810 to Conditional from Mandatory	Tony Gillooly	Discuss whether the beginning and ending read should be conditional or optional. Also, ESPs will report back on their position with the MRSP providing beginning and ending reads on the 867 for residential IDR customers in SRP territory.
10	Future meeting locations	Tony Gillooly	Schedule future meetings locations
11	Issue 71 If after receiving an RQ DASR and UDC is planning to disconnect for non-payment or turn off a customer prior to switch, what is process to notify ESP that customer will be disconnected. (PSWG – Billing)	Tony Gillooly	The group will discuss the issue for one hour prior to making a recommendation on a resolution or the need to form a task team.
12	Issue 76 On DASR – forecasted meter owner is a required field. Is this appropriate? Should this be taken off of the RQ DASR? (PSWG -Metering)		The group will discuss the issue for one hour prior to making a recommendation on a resolution or the need to form a task team
13	Issue 60 According to the Rules, a third party can be back billed up to 12 months. What will the process be for back-billing third parties? (R14-21-E3)		The group will discuss the issue for one hour prior to making a recommendation on a resolution or the need to form a task team
14	Review Open issues and re-prioritize	Tony Gillooly	The group will review Open issues and re-prioritize.
15	New Issues	Tony Gillooly	New issues will be added to the Master Issue list.
16	Meeting Evaluation	Tony Gillooly	The group will provide feedback.
17	Set Next Agenda	Tony Gillooly	The group will set the next agenda.
18	Adjourn Meeting	Tony Gillooly	The meeting will be adjourned.